

**MEMORANDUM OF UNDERSTANDING
BETWEEN
The KIPP Foundation, KIPP DC
AND
Georgetown University**

This MEMORANDUM OF UNDERSTANDING (“MOU”) is hereby made and entered into by and between Georgetown University, The KIPP Foundation (the “Foundation”), and KIPP DC. The Foundation and KIPP DC are collectively referred to as “KIPP.”

A. PURPOSE OF MOU:

The purpose of this MOU is to formalize and expand a partnership between Georgetown University and KIPP. The partnership will support and enhance Georgetown University’s existing programs, projects, and activities that address college persistence challenges for students from low-income families, many of whom are also first-generation college students.

B. PARTNERSHIP OBJECTIVES:

The main objectives of the partnership are to:

- Attract more KIPP students to Georgetown University, where they will have the opportunity to excel academically and contribute as leaders on campus and in the larger community;
- Achieve a 90% 6-year graduation rate for KIPP alumni who enroll at Georgetown University (hereinafter referred to as “Georgetown University KIPP Alumni”); and
- Provide opportunities for the leadership and staff of both KIPP and Georgetown University to meet and create new strategies to address the challenges of college faced by students from low-income families, many of whom are first-generation college students.

C. FOUNDATION RESPONSIBILITIES: By signing this MOU, the Foundation agrees to do the following:

Support recruitment of KIPP students to Georgetown University by:

- Collaborating with KIPP schools and regions to provide Georgetown University access to recruit high performing candidates from the KIPP school network;
- Providing Georgetown University’s admissions office with contact and profile information for KIPP students who are potential candidates for Georgetown University, as permitted by federal and state student privacy laws;
- Subject to federal and state student privacy laws, using reasonable efforts to provide Georgetown University’s admissions office with a list of KIPP alumni who, to the Foundation’s knowledge, are applying for admission;

- Providing opportunities for Georgetown University representatives to meet with KIPP educators and KIPP Through College staff from across the country at the annual KIPP School Summit and other relevant KIPP gatherings;
- Collaborating with KIPP schools and regions to portray Georgetown University as an attractive higher education option and official “KIPP College Partner” to their current students, and encouraging students to pursue Georgetown University opportunities such as campus visits and pre-college programs; and
- Listing Georgetown University as a “KIPP College Partner” on KIPP publications, websites, and social media platforms.

Provide the Foundation’s College Partnership Director as a single point of contact to manage the partnership commitment between Georgetown University and KIPP by:

- Managing communications with Georgetown University;
- Coordinating and participating in a semi-annual meeting of Georgetown University leadership and staff and KIPP leadership and staff to review the status of the partnership and make appropriate adjustments; and
- Coordinating with KIPP Through College counselors and other KIPP staff who are involved in partnership programs and activities.

Collaborate to improve college persistence and completion of Georgetown University KIPP Alumni by:

- Providing feedback from Georgetown University KIPP Alumni on the efficacy of Georgetown programs to support first generation college students from low-income families; and
- Collaborating with Georgetown University staff to ensure on-campus workshops and programs are in place to improve persistence (e.g., FAFSA renewal information sessions, peer-to-peer mentoring, etc.) and are available to Georgetown University KIPP alumni. If and as additional programming is warranted, be available to assist in the design of such programming.

Allow Georgetown University to use the designation “KIPP College Partner” publicly.

D. KIPP DC RESPONSIBILITIES: By signing this MOU, KIPP DC agrees to do the following:

Present the KIPP DC community as a resource for enhancing Georgetown University’s community-based learning programs and providing career opportunities for Georgetown University students by:

- Coordinating with Georgetown University to establish KIPP DC schools as certified off-campus work study sites and volunteer sites; and
- Offering KIPP DC schools as observation sites for Georgetown University students and faculty who have teaching or career interests in education.

E. GEORGETOWN UNIVERSITY RESPONSIBILITIES: By signing this MOU, Georgetown University agrees to do the following:

Appoint a senior University administrator as campus liaison who will be responsible for managing the relationship with the Foundation's College Partnership Director and other KIPP staff. The campus liaison will:

- Identify appropriate faculty and staff to assist with executing the college partnership commitments made by Georgetown University;
- With KIPP staff, organize a semi-annual discussion, in person or by conference call, of KIPP leadership and staff and Georgetown University leadership and staff to review Georgetown University KIPP Alumni student progress and the efficacy of recruitment and student support initiatives;
- Be available to provide information about the college partnership to other colleges and universities interested in partnering with KIPP;
- Ensure that Georgetown University departments coordinate effectively to support Georgetown University KIPP Alumni;
- Work with appropriate colleagues to identify KIPP applicants who would be eligible for Community Scholars, Georgetown Scholarship Program (GSP), and other cohort programs designed to support, among others, first generation college students;
- Ensure that KIPP students and alumni who have been admitted to Georgetown University ("KIPP Matriculates") are provided access to pre-enrollment support and campus programming, which may include:
 - Helping KIPP Matriculates secure housing
 - Hosting on-campus events for first generation college students from low income families that include KIPP Matriculates and their families
 - Developing and implementing affinity activities and structures for first generation college students from low-income families that include incoming KIPP Matriculates and Georgetown University KIPP Alumni
 - Mentoring meetings and activities between other Georgetown University students, faculty and/or staff and Georgetown University KIPP Alumni throughout the college experience; and
- Work with the Georgetown faculty and staff to identify early alert triggers that decrease persistence, and proactively work with Georgetown University KIPP Alumni and KIPP Through College counselors and advisors to counter those triggers.

Actively recruit 8 to 12 KIPP students per year, with the goal of enrolling a successful cohort of KIPP Alumni each year and furthering Georgetown's commitment to enroll each year a critical mass of students from low-income and other non-traditional backgrounds. This shall be accomplished by:

- Targeting KIPP students and alumni during fall application outreach efforts (e.g., visiting KIPP schools and schools attended by KIPP alumni, inviting KIPP students and alumni to regional receptions and campus preview, sending targeted mailings, hosting KIPP students and alumni on campus, etc.);

- Educating KIPP Through College counselors and advisors about Georgetown University (e.g., by inviting them to campus visits or campus events, or by sending Georgetown University representatives to KIPP events, etc.);
- Promoting pre-college opportunities to KIPP students, alumni, and KIPP Through College counselors;
- Identifying a single point of contact in the admissions office who will track KIPP student and alumni applicants and support them in the Georgetown University application process; and
- Using Georgetown University's holistic admissions review process that considers, among other things, the unique character, background, leadership potential, and diversity that all applicants, including KIPP Matriculates, would contribute to Georgetown University's academic environment and community.

Continue to include a meaningful number of KIPP students in the annual pre-college summer program Georgetown hosts for high school students from low income families. (In the summers of both 2011 and 2012, approximately 15 KIPP students have been invited to participate in the summer program.) This program will be provided at no cost to students who attend. This commitment is subject to the availability of financial support for the summer program.

The goals of the program include:

- Strategies for success aimed at achieving college persistence and college completion within four to six years;
- Exposing KIPP students to the rigor and expectations of the college experience;
- Preparing KIPP students for the college application process (e.g., SAT/ACT, financial aid, and essay-writing workshops, etc.);
- Exposing KIPP students to rigorous college-level coursework with Georgetown University faculty through academic modules;
- Providing staff mentorship to support the social and emotional needs of participating students, manage the program's operations, and ensure that the program meets the goals above ; and
- Providing an on-campus residential experience and, as possible, opportunities to explore the rich history, diversity and culture of the broader D.C. metropolitan community.

Make higher education more affordable for KIPP Matriculates by:

- Addressing the full financial need of all KIPP Matriculates;
- Supporting efforts to identify scholarship dollars for KIPP students who meet certain academic requirements;
- Ensuring that outside scholarships lower or reduce self-help components of KIPP Matriculates' financial aid packages (including but not limited to work study) and fund one-time purchases of academic tools (i.e., computer) before they are applied against any Georgetown-funded grants or scholarships;
- Consistent with Georgetown policies and practices for low income applicants, waiving application and deposit fees for KIPP students applying to Georgetown University; and

- Explore ways to allow Georgetown University KIPP Alumni and/or other students enrolled at Georgetown University to use work-study dollars to participate in programs that support and mentor KIPP Matriculates.

Subject to federal and state student privacy laws, track and share academic data of Georgetown University KIPP Alumni with KIPP by:

- Executing appropriate Family Educational Rights and Privacy Act (“FERPA”) agreements that allow the sharing of student level data; and
- To the extent reasonably possible, track and compile Georgetown University KIPP Alumni student data, including course selection, non-credit/remediation classes, cumulative GPA, and majors and continued enrollment.

Allow KIPP to refer to Georgetown University as a “KIPP College Partner” publicly.

F. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. MODIFICATION. Modifications to this agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.
2. USE OF GEORGETOWN UNIVERSITY’S LOGO. Georgetown University grants KIPP permission to use Georgetown University’s logo for the exclusive use and purpose of promoting Georgetown University and the college partnership program on materials distributed to KIPP schools, KIPP students and alumni, and on KIPP websites.
3. USE OF DATA. Both KIPP and Georgetown University may use data about KIPP alumni who apply to, matriculate at, attend, and graduate from Georgetown University in public reports subject to state and federal law regarding student privacy and education records with prior approval of the other entity.
4. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts KIPP or Georgetown University from participating in similar activities with other public or private agencies, organizations, and individuals.
5. TERMINATION. Either party, upon thirty (30) days written notice, may terminate the agreement in whole, or in part, at any time.
6. PRINCIPAL CONTACTS. The principal contacts for this instrument are:

Georgetown University:

Jane Genster
Senior Counselor to the President
Georgetown University
McGuire Hall, Room 206

Washington, D.C. 20007
202-687-6500
jeg22@georgetown.edu

KIPP Foundation: Craig Robinson

National Director of Alumni Services
520 8th Avenue, Suite 2005 | New York, NY 10018
Direct: 646-381-1709 | Office: 212-233-5477 x7709 | Fax: 212-233-5454 | Cell: 917-224-8258
crobinson@kipp.org

KIPP DC: Nicholas Watson

University Partnership Manager
KIPP DC: KIPP THROUGH COLLEGE
2600 DOUGLASS PLACE, SE WASHINGTON, DC 20020
202.553.2502 (m) | 202.678.4387 (f)
nicholas.watson@kipfdc.org | www.kipfdc.org

7. STUDENT PRIVACY. The parties agree to abide by the Family Educational Rights and Privacy Act (“FERPA”) and any other applicable federal and state laws/regulations addressing student privacy.

Georgetown University shall be responsible for obtaining from each Georgetown University KIPP alumnus/alumna, prior to disclosing any records to KIPP that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows Georgetown University to share the student’s academic records with KIPP.

KIPP shall be responsible for obtaining from each current KIPP student, prior to disclosing any records to Georgetown University that are protected by FERPA or any other applicable federal and state laws, a signed informed consent that allows KIPP to share the student’s academic records with Georgetown University.

8. COMMENCEMENT DATE. This agreement is executed as of the date of last signature.
9. LIABILITIES. It is understood that no party to this MOU is the agent of the other, and no party is liable for the wrongful acts or negligence of the other. Each party shall be responsible for its negligent acts or omissions and those of its officers, employees, agents or students (if applicable), howsoever caused, to the extent allowed by their respective state laws.
10. RENEWAL. The parties will review this agreement on an annual basis and will decide at that time whether the agreement will be renewed for additional year(s).

FINAL

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

FOR: **Georgetown University**

Date: _____
Name and Title: John J. DeGioia, President

FOR: **The KIPP Foundation**

Date: _____
Name and Title: Richard Barth, CEO

FOR: **KIPP DC**

Date: _____
Name and Title: Susan Schaeffler, Executive Director